

PLEASE KEEP THIS SHEET ON TOP OF THIS MATERIAL AT ALL TIMES

JOB NO. 78-02990A BOX NO. 1 FOLDER NO. 3

The material hereunder has been treated as a single, unified, integrated record and reviewed in accordance with the systematic declassification review provisions of Executive Order 12065 and other applicable directives and procedures. The following review decision applies to the entire integrated file: (Use reviewer's stamp)

DOC	<u>1</u>	REV DATE	<u>6-7-81</u>	BY	<u>006199</u>
ORIG COMP	<u>-</u>	OPI	<u>11</u>	TYPE	<u>11</u>
ORIG CLASS	<u>5</u>	PAGES	<u>110</u>	REV CLASS	<u>5</u>
JUST	<u>22</u>	NEXT REV	<u>2011</u>	AUTH:	HR 70-2

The file hereunder has been entered into the DARE system as a single record under the title:

OTR NOTICES 1961 THRU 1963

SHOULD IT BE NECESSARY TO REMOVE ANY PORTION OF THE MATERIAL, that material must be reviewed individually for classification status and the results of that review clearly marked on each document according to applicable procedures.

~~C O N F I D E N T I A L~~

OFFICE OF TRAINING

NOTICE
NO. 13-63

9 December 1963

SUBJECT: Office of Training Social Gathering

1. A Christmas social gathering of OTR personnel will be held in room 601, Broyhill Building on 19 December 1963 from 1600 to 1930 hours.

2. Those who plan to attend are requested to contribute according to the following scale to defray expenses:

GS-3 thru 6	\$.75
GS-7 thru 10	\$ 1.00
GS-11 thru 13	\$ 1.50
GS-14 and above	\$ 2.00

3. Due to the limited time remaining before the date of the gathering, it is necessary to set 13 December as the deadline for contributions.

4. Contributions should be turned into appropriate Time and Attendance clerks who will forward receipts to [REDACTED] room 532 Broyhill Building, together with a list of contributors and the amount paid by each.

25X1A

[REDACTED]
25X1A

MATTHEW BAIRD
Director of Training

Distribution:
All OTR Personnel

~~C O N F I D E N T I A L~~